



## SCHOOL APPROVAL DATA

---

The Board is mandated to make approval visits (B&P Code Section 2788) of prelicensure nursing programs to ensure that Registered Nursing Programs are in compliance with the Board rules and regulations. The Board also, if it deems necessary, can do interim visits.

The Board makes the following site visits to nursing programs:

- Initial Approval of Prelicensure Nursing Program
- Initial Approval of Advanced Practice Nursing Program (Voluntary)
- Continuing Approval of Prelicensure and Advanced Practice Nursing Programs
- Interim Continuing Approval of Prelicensure Nursing Program, when warranted

The Board prepares a master schedule of continuing approval visits on an eight-year cycle. **Changes in Master Schedule are difficult.** Every effort will be made to schedule approval visits on dates mutually acceptable. The school will receive an approval packet in February or September for Continuing Approval Visits scheduled for the following fall or spring semesters.

Following are documents available for the preparation of approval visit reports (Initial or continuing approval):

- ***Preparing the Self-Study Report*** (EDP-I-19) is used for the preparation of the Initial Prelicensure Program Approval.
- ***Criteria and Guidelines for Self-Study*** (EDP-R-03) provides Board rules and regulations and identifies specific criteria for compliance with the regulations. This document applies in preparation of all reports.
- ***Continuing Approval Report*** (EDP-P-16) identifies specific areas and benchmarks that the nursing program needs to address in their eight-year nursing program review. This report is accompanied by a site visit by a NEC.

A Self-study Report for initial approval or a Continuing Approval Report is a self-evaluation by the nursing programs on how the program is in compliance with the Board rules and regulations. The program review process should involve the total faculty. The assigned NEC is available for consultation during preparation of the reports.

Three (3) copies of the self-study report and attachments are to be submitted at least two (2) months before the scheduled visit to the assigned NEC. The NEC may request additional information/material upon review of the submitted report.

Site visits for the approval process are usually one or two days. For programs that also offer advanced practice nursing programs, it may take three days. The Program Director, or a designee, is expected to accompany the NEC on campus and to clinical facilities. At the end of the visit the NEC will give an oral exit report identifying specific findings. The NEC will send a working draft copy of the Consultant's Approval Report to the nursing program within 10 working days following the visit.

The nursing program is placed on the following Education/Licensing Committee (ELC) agenda. A representative from the school is strongly encouraged to be present at ELC to respond to the findings. The ELC's recommendations on approval are sent to the full Board for action. The nursing program will be notified by mail of the Board's action following a full Board meeting.

Following are recommended ELC/Board actions:

- If the school is found to be in compliance with all of the Board rules and regulations, the recommended Board action is "continue approval".
- If the school is found to be in noncompliance, the recommended Board action is "deferred action" to give the program time to correct the violations to the Board rules and regulations. The program may remain on deferred action for no more than one year.
- If the school continues to be in noncompliance, the recommended Board action may be "warning status, with intent to close the nursing program."